



## Financial Assistance Award

### DENALI COMMISSION

510 "L" Street, Suite 410

Anchorage, Alaska 99501

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[www.denali.gov](http://www.denali.gov)

Project Number

0104-DC-2003-I17

Project Title

Fairbanks Detox Facility

Performance Period

9/01/03 thru 9/30/07

#### Recipient Name & Address

Alaska Mental Health Trust Authority (AMHTA)

550 W. 7th Avenue, Suite 1820

Anchorage, AK 99501

Phone: (907) 269-7963

Fax: (907) 269-7966

Authority

112 Stat 1854

CFDA Number

90.100

Denali Commission Finance  
Officer Certification

*umm for CEE*

#### Cost Share Distribution Table

Accounting Code	Denali Commission	Other Contributors	Total
95670000	\$1,450,000		\$1,450,000
State of Alaska		\$1,000,000	\$1,000,000
			\$0
			\$0
<b>Total</b>	<b>\$1,450,000</b>	<b>\$1,000,000</b>	<b>\$2,450,000</b>

This Financial Assistance Award approved by the Federal Co-Chair of the Denali Commission is issued in triplicate and constitutes an obligation of federal funding. By signing the three documents, the Recipient agrees to comply with the Award provisions indicated below and attached. Upon acceptance by the Recipient, two signed Award documents shall be returned to the Federal Co-Chair of the Denali Commission and the Recipient shall retain the third document. If not signed and returned without modification by the Recipient within 30 days of receipt, the Federal Co-Chair may unilaterally terminate this Award.

- ☒ Special Award Conditions and Attachments
- ☐ Line Item Budget
- ☒ OMB Circular A-133, Audits of States, Local Governments and Indian Tribal Governments  
([www.whitehouse.gov/OMB/circulars/a133/a133.html](http://www.whitehouse.gov/OMB/circulars/a133/a133.html))

#### Administrative Requirements (check one)

- ☒ 15 CFR 24, Uniform Admin Requirements for Grants/Cooperative Agreements to State and Local Governments  
([www.access.gpo.gov/nara/cfr/waisidx\\_99/15cfr24\\_99.html](http://www.access.gpo.gov/nara/cfr/waisidx_99/15cfr24_99.html))
- ☐ 15 CFR, Part 14, Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, Other Nonprofit, and Commercial Organizations  
([www.access.gpo.gov/nara/cfr/waisidx\\_99/15cfr14\\_99.html](http://www.access.gpo.gov/nara/cfr/waisidx_99/15cfr14_99.html))

#### Cost Principles (check one)

- ☒ OMB Circular A-87, Cost Principles for State and Local Governments and Indian Tribal Governments  
([www.whitehouse.gov/OMB/circulars/a087/a087-all.html](http://www.whitehouse.gov/OMB/circulars/a087/a087-all.html))
- ☐ OMB Circular A-122, Cost Principles for Nonprofit Organizations  
([www.whitehouse.gov/OMB/circulars/a122/a122.html](http://www.whitehouse.gov/OMB/circulars/a122/a122.html))
- ☐ OMB Circular A-21, Cost Principles for Educational Institutions  
([www.whitehouse.gov/OMB/circulars/a021/a021.html](http://www.whitehouse.gov/OMB/circulars/a021/a021.html))
- ☐ 48 CFR 31.2, Contracts with Commercial Organizations

Signature of Authorized Official - Denali Commission

*Jeff Staser*

Typed Name and Title

Jeffrey B. Staser, Federal Co-Chair

Date

9-12-03

Signature of Authorized Official - AMHTA

*Jeff Jessee*

Typed Name and Title

Jeff Jessee, Executive Director

Date

9/15/03

**FINANCIAL ASSISTANCE AWARD CONDITIONS  
BETWEEN THE DENALI COMMISSION  
AND THE ALASKA MENTAL HEALTH TRUST AUTHORITY  
FOR A FAIRBANKS DETOX FACILITY**

**September 2003  
Project No. 0104-DC-2003-I17**

***1. Scope of Work***

The purpose of this document is to formalize the intent of Denali Commission funding for conceptual planning, design and construction of a detox facility in Fairbanks adjacent to the Community Mental Health facility. Through this Agreement, the Denali Commission will commit up to \$1.45 million toward this project, however until an approved business plan has been completed, Denali Commission funds may only be drawn against for planning or conceptual design. Schematic and final design shall not begin until the business plan is approved by the Commission.

It is understood that several feasibility issues must be resolved to move beyond conceptual planning, and the supporting Memorandum of Agreement (MOA) outlines the partners to this project and their roles and responsibilities. The Alaska Mental Health Trust Authority (Trust) shall act as the financial agent for the conceptual planning and design of the project. Unless this Agreement is amended, funds for construction of this project will also be managed by the Trust.

All Commission funding is intended for use for the scope of work identified in the Award document only.

***2. Award Performance Period***

The Award performance period is September 1, 2003 through September 30, 2007. This is the period during which Award recipients can incur obligations or costs against this Award. Costs previously incurred in prior development (of \$10,000) may be considered as participant's matching funds to the project. ***No construction costs may be incurred prior to notification by the Denali Commission of approval of a submitted business plan.***

***3. Direct and Indirect Costs***

The cost principles of OMB Circular A-87 are applicable to this Award. Please refer to the cost principles regulations for specific details on other allowable charges under this Award.

***4. Budget and Program Revisions***

The Administrative Circular A-133 applies to this Award. Please refer to the Administrative Circular for specific details on revisions to this Award. The Administrative Circular requires that the Trust will inform the Commission in writing (e-mail, letter, or report) at the earliest possible date of any unanticipated project cost

overrun, project schedule delays, or changes in the project scope or changed site conditions.

## **5. Reporting**

Five forms of project reporting are required under this Award, listed below. The first quarterly reporting period is October 1, 2003 to December 31, 2003. Unless otherwise indicated, reports are due within 30 days of the end of the reporting period.

The Commission reserves the right, at a future date, to direct the Trust to provide the progress reports in electronic format for posting on the Commission web page.

- a. Quarterly project reporting shall include both a narrative and financial summary. The narrative summary shall include a summary of the project status and accomplishments to date, and address the following questions: is the project on schedule, is the project on budget, and what actions are planned to address any project problems. The project financial status report shall show the following:
  - i. The total project budget
  - ii. The project schedule with milestone dates for design and construction
  - iii. The total amount of Denali Commission funds committed to the project
  - iv. The total project expenditures as of the end of the most recent quarter
  - v. The total expenditure of Denali Commission funds for the project as of the end of the most recent quarter
  - vi. The percentage of expenditures to the total budget; and
  - vii. A project performance analysis on project line items, as defined by the Trust, showing budget costs compared to actual expenditures and obligation to date versus work performed to date (for each line item).
- b. A final Financial Status Report (Standard Form 269 – [www.whitehouse.gov/OMB/grants/index.html#forms](http://www.whitehouse.gov/OMB/grants/index.html#forms)) shall be submitted to the Commission Project Officer within 90 days after the end of the Award Performance Period. If the Award Performance Period is longer than one year, or if the Agreement is revised to extend the Award Performance Period beyond one year, the recipient must submit a completed Standard Form 269 annually within 90 days after the end of each anniversary of the award date.
- c. A Labor Type, Residence, and Wage Report shall be submitted to the Commission project officer annually. At a minimum, the report must be submitted on or near December 1<sup>st</sup> each year to correspond with the Alaska construction season. A Labor Type, Residence, and Wage Report must include the following information by construction project for any person employed on the construction of that project: position, place of primary residence, first check date, last check date, rate of pay per hour, payroll earnings from inception of project to

date. Personal or confidential information such as Social Security numbers, names of individuals, or other information that would identify an individual should not be included in this report.

- d. Photographic documentation of project progress shall be provided with the quarterly reports for active construction projects. The photo documentation shall include a minimum of five, dated photos per quarter such that a complete record of the construction is maintained over time, from “before,” showing the situation before the start of construction, to “during” showing work proceeding on the project, and “after” to show the finished project. For minor repair and O&M projects, pictures should be provided of before and after to the extent possible. Photos may be provided as photo quality, 3x5 prints with negative for each picture, and/or print quality electronic photos (digital images). A short description of the activity and names of those in the photos shall also be provided.
- e. The Trust shall report annually the percentage of total funds (from the Commission and other sources) received used for planning, design and construction of infrastructure facilities, and/or economic development projects. In addition, this annual report will include a breakdown on how these funds were used: force account construction (including local labor wages paid, rural Alaska wages paid, and total project wages paid), and construction contracting. The 4<sup>th</sup> quarter report for the year can be used as both a quarter and annual summary report (providing both quarterly and annual financial data).

## ***6. Payments***

Payments under this Award will be made through the U.S. Department of Treasury’s Automated Standard Application for Payment (ASAP) system. The ASAP system is the Commission’s mechanism for requesting and delivering Federal funds to Award recipients. Your organization must be registered with the ASAP program in order to make draw downs. Please contact the Commission’s Project Manager or Finance Manager for further information about registering with the ASAP program. Payments will be made in accordance with 15CFR – Part 24. **No interest will be accrued on these funds.**

## ***7. Award Close Out***

- a. The Award closeout must be completed within 90 days of the end of the Award performance period or within 90 days of the completion of the project, whichever is earlier. The project closeout process includes the submission of both a final narrative report and financial status report. Recipient organizations must also request any remaining funds for expenditures under this award during this 90-day period. Please refer to the Commission guidance for project closeout for additional details on the requirements. This is available by contacting the Commission office or the Project Manager.

- b. Acknowledgement of support: For all construction projects, the Award recipient shall include an acknowledgement of the Government's support for the project(s) developed under this Award. The Award recipient shall display a sign that:
  - i. Has the Denali Commission logo displayed on the upper right-hand quadrant;
  - ii. States the following: "This project was financed by the Denali Commission and its partners (*list the name of the funding partners*)";
  - iii. Shows the logo of each partner in the lower right-hand quadrant.

The cost of this sign shall be paid out of the project funding received by the Award recipient from the Denali Commission. Final approval of signage material and placement of sign must be obtained from the Commission Project Manager.

- c. Acknowledgement of support: For all non-construction projects, the Award recipient shall include an acknowledgement of the Government's support for the project(s) developed under this Award. Acknowledgement shall include:
  - i. The Denali Commission logo and the logo of each partner;
  - ii. The following statement: "This project was financed by the Denali Commission and its partners (*list the name of the funding partners*)".

The format for acknowledgement of the Government's support for non-construction awards will vary with each award and must be agreed upon between the Award recipient and the Denali Commission Project Manager. Costs associated with this requirement shall be paid out of the project funding received by the Award recipient from the Denali Commission.

## ***8. Public Policy Laws and Assurances***

Award Recipients are required to comply with the public policy laws and assurances on Standard Forms SF 424b (non-construction projects) or SF 424d (construction projects). This form must also be signed by a certifying official of the organization. Some of the laws are highlighted below for your reference.

To the maximum extent practicable, considering applicable laws, Funding Recipients shall accomplish the project contemplated by the Award using local Alaska firms and labor.

No portion of this award may be used for lobbying or propaganda purposes as prohibited by 18 U.S.C. Section 1913 or Section 607(a) of Public Law 96-74.

Project level environmental reviews in accordance with the National Environmental Policy Act (NEPA) and the National Historic Preservation Act (NHPA) are required for each project undertaken with Denali Commission funds.

***9. Project Officers & Contact Information***

<b>Denali Commission</b>	<b>Alaska Mental Health Trust Authority</b>
Denali Daniels, Program Manager Denali Commission 510 L Street, Suite 410 Anchorage, Alaska 99501 <a href="mailto:ddaniels@denali.gov">ddaniels@denali.gov</a> 907.271.1189 907.271.11415 fax 907.271.1414 receptionist	Russ Webb AMHTA 550 W. 7th Avenue, Suite 1820 Anchorage, AK 99501 Phone: (907) 269-7963 Fax: (907) 269-7966 <a href="mailto:russ_webb@mhta.revenue.state.ak.us">russ_webb@mhta.revenue.state.ak.us</a> Cell Phone: 748-7418 Office Phone: 269-7960 Desk Phone: 334-4484

***10. Project Specific issues for resolution through the conceptual planning process***

- a. Site Control: The entity that intends to purchase the land shall be identified in the business plan. Documentation by seller of intent to sell is also required.
- b. Project scope and cost: The conceptual planning process shall result in a defined facility scope of work and construction and equipment costs.
- c. Operations: A joint operations MOA shall be agreed upon and signed by appropriate parties including ownership; intentions of financial operational transactions; and detailed understanding of services provided within the facility and by which agency.
- d. Construction management: The attached MOA outlines the intended strategy in which decisions shall be made regarding project development and construction management. It is anticipated that prior to construction, an individual will either be hired or will be designated by a partner organization to manage the construction of the facility.